

# **Ballinamore Community School**

## **HOMEWORK & EXAMINATION POLICY**

### **Homework**

- Homework is a vital component of the education process.
- It is the responsibility of the subject teacher to give homework regularly. This can include written work, oral material and project work.
- Teachers will use their professional judgement to decide on what amount of homework should be given.
- A general guideline is that First Years spent at least one hour and a half at their homework. The time may vary but should increase each year
- Homework should be completed by the student and will be corrected by the teacher.
- The School Journal is used as a means of recording homework and of communication between parents and teachers.
- All students will be expected to attempt all their homework. This also applies to those who are absent for part of a day. They should find out what homework they have been given and attempt it.
- If a pattern of not attempting homework emerges the Year Head will be informed and he/she will meet with the student. If this does not resolve the problem the Year Head will contact the parents.

### **Examinations and Student Assessment**

- All students will be expected to sit summer, Christmas and Pre-Certificate and the Certificate examinations.
- It is school policy that reports will be sent home after these examinations with results and teacher comments.
- Individual teachers will give class tests from time to time.
- Reports will be sent home before Christmas for Third and Fifth Years. Reports will be sent home following Christmas and Summer exams for Fourth Years.
- A student who misses an examination without a written explanation from parents may be expected to sit an assessment, which will be prepared by his/her teacher.
- Candidates for the Certificate Examinations will sit Pre-Certificate examinations during the second term. Students will be expected to pay for the correction of these examinations; subject teachers will arrange this.

### **Parent/Teacher Meetings**

One formal parent/teacher meeting will take place for each Year Group: Third and Fifth Years before Halloween, First, Second and Fourth Years during the first half of the second term. Occasionally it may be necessary to have a parent evening for a specific purpose: e.g. parents of First Years, parents of Fifth Years, careers or others that may arise from time to time e.g. parents of students who are going on school tours.

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- Homework is a vital component of the education process.
- It is the responsibility of the subject teacher to give homework regularly. This can include written work, oral material and project work.
- Teachers will use their professional judgement to decide on what amount of homework should be given.
- A general guideline is that First Years spent at least one hour and a half at their homework. The time may vary but should increase each year
- Homework should be completed by the student and will be corrected by the teacher.
- For Junior Students the School Journal is used as a means of recording homework and of communication between parents and teachers.
- All students will be expected to attempt all their homework. This also applies to those who are absent for part of a day. They should find out what homework they have been given and attempt it.
- If a pattern of not attempting homework emerges the Class Tutor will be informed and he/she will meet with the student. If this does not resolve the problem the principal will contact the parents.
- Notwithstanding a strong emphasis on the giving and completing of homework, in the case of students receiving Additional Educational Support the giving of homework may neither be practical nor desirable. This will be at the professional discretion of Learning Support teachers and will vary with individual students.

## **Examinations and Student Assessment**

- All students will be expected to sit summer, Christmas and Pre-Certificate and the Certificate examinations.
- It is school policy that reports will be sent home after these examinations with results and teacher comments.
- Individual teachers will give class tests from time to time.
- Reports will be sent home in November following examinations for Fifth Years.
- A student who misses an examination without a written explanation from parents may be expected to sit an assessment, which will be prepared by his/her teacher.
- Candidates for the Certificate Examinations will sit Pre-Certificate examinations during the second term. Students will be expected to pay for the correction of these examinations.

## **Parent/Teacher Meetings**

One formal parent/teacher meeting will take place for each Year Group: Third and Sixth Years before Christmas, First, Second, Fifth & Transition Years during the first half of the second term. Occasionally it may be necessary to have a parent evening for a specific purpose: e.g. parents of First Years, parents of Sixth Years, careers nights or others that may arise from time to time and parents of students who are going on school tours.